

COMMONWEALTH OF VIRGINIA  
DIVISION OF PURCHASES AND SUPPLY  
805 E. BROAD STREET/P.O.BOX 1199  
RICHMOND, VIRGINIA 23218-1199

**NOTICE OF CONTRACT CHANGE**

DATE: April 24, 2006

CONTRACT NO.: 6150402-50

COMMODITY: Office Supplies and Toner

AUTHORIZED USERS: State Agencies, Institutions of Higher Educations, Public Bodies

ITEMS: Concerto (MBE)

CHANGE NO.: 005

EFFECTIVE DATE: April 28, 2006

THE FOLLOWING PRICES, TERMS, AND/OR CONDITIONS ARE HEREBY CHANGED AS OF THE ABOVE-STATED EFFECTIVE DATE:

OfficeMax and E & I entered into Supplier Agreement # CNR01054 October 17, 2003 as the result of a competitive solicitation for office supplies and toner. Division of Purchases and Supply and Concerto in partnership with OfficeMax entered into a contract # 6150402-50 December 14, 2004 for office supplies and toner. Therefore the pricing structure applicable to the punch out catalog and all other sales to DPS or COV authorized agencies or institutions by Concerto will be set forth in the E&I agreement #CNR01054 and will supercede the pricing structure in contract #6150402-50. Concerto shall provide the goods/services to E&I, DPS and COV (including its authorized entities) as set fourth in existing contract Documents E&I # CNR01054 and DPS contract 6150402-50.

In order to participate and maximize savings specific to your agency or institution, the following will need to take place:

- a) The Concerto E&I pricing will be implemented for all DPS and COV authorized agencies.
- b) Semi-annual spend and savings reviews will take place each July and January for each participating agency. Any subsequent changes will be mutually agreed upon by the agency and Concerto prior to implementation of changes.
- c) Concerto E&I incentives will be calculated on an annual calendar and be disbursed by February 15<sup>th</sup> of the following year.

By: \_\_\_\_\_  
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